



UNIVERSITY OF CAPE TOWN

IMPORTANT INFORMATION FOR UNDERGRADUATE APPLICANTS: 2021

To be read in conjunction with the letter of offer

UCT is aware that the current crisis related to COVID-19 will impact the regular operational timelines. Given the fluid situation that prevails all dates contained in our publications and correspondence are subject to change.

ORIENTATION AND REGISTRATION

All new students are required to attend orientation, which culminates in registration. The registration times and dates will be included in the orientation programme. Orientation and registration are faculty specific, so consult the separate enclosure or the website for details.

Documentation needed for registration:

1. All applicants must have accepted their offers online via student self-service, and if they are younger than 18 years of age they must have returned a signed declaration form which they would have received from the Admissions Office, before being allowed to register.
2. International students will be required to attend 'pre-registration' before registering (enrolling) in the faculty. South African students will be required to show their SA identity document at registration.

Please note: students who arrive late will not be allowed to register.

Pre-registration (only for international students)

Pre-registration is the process undertaken by the International Academic Programmes Office (IAPO) of checking and recording information of international students registering at UCT, as is required by the Immigration Act No. 13 of 2002. Pre-registration includes the checking of study visas, fee clearance and medical insurance. An international student must complete pre-registration before registration (course enrolment) can proceed.

The following must be presented for pre-registration:

- Passport with copies of the passport page with personal details and photo
- A copy of the study visa (valid for studies at UCT)
- Proof of payment of fees
- Proof of health insurance

The International Academic Programmes Office (IAPO) can advise you about obtaining a study permit.

Contact details for the International Academic Programmes Office (IAPO):

iapo@uct.ac.za,
tel + 27 21 650 2822/3740,
fax: + 27 21 650 5667

PARENTS' ORIENTATION

This is an event organised for parents of first-year students and takes place shortly before orientation. It is an opportunity for parents to familiarise themselves with how the University operates, what support is available to first-years and what is expected of students in their first year of study.

Separate sessions are offered to parents residing in Cape Town, and parents from outside of Cape Town. Please consult the website closer to the time for full details, or contact the Communication and Marketing Department on Tel +27 21 650 4436.

TAKING A 'GAP YEAR'

An offer of an academic place is valid for a particular year. We realise that applicants sometimes decide to take a 'gap year' even though they have applied for a place to study.

If you intend to defer to another year, you must contact your faculty office to inquire about having the application deferred to the subsequent year. In some cases it is possible to do this without competing for a place again, but in other cases you will be required to compete for a place in the subsequent year. Consult your faculty office for advice and to make arrangements before you take a 'gap year'. Deferments can only be done on firm offers and not on conditional offers.

TRANSFER OF CREDITS OBTAINED ELSEWHERE (for applicants transferring from other universities)

We will grant credit for courses completed at another university, assuming these are considered equivalent to those offered at the University of Cape Town. The decision is at the discretion of the Head of Department.

There are statutory restrictions on the number of credits we may recognise. Therefore, if you have more than the equivalent of a full first year in credit, you should consult the faculty office for detail.

It is your responsibility to obtain from the relevant UCT departments signed approval of credit and exemption for the courses you wish to transfer. You will need to negotiate possible credits with the relevant departments before you register. Please bring along your full academic transcripts as well as course outlines providing details of the syllabus for each subject passed at another university. These will be used to determine whether they are equivalent to the courses offered at UCT. Sworn translations are required for transcripts and syllabi details when these are not in English or Afrikaans.

If you wish to discuss this with the Head of Department before coming to UCT, you should contact him/her by email. Contact details can be obtained from the relevant faculty office.

2021 FEES AND PAYMENT DATES

Please note that fees and payment requirements differ for local and international students. A further distinction is made between international students from the SADC region, international students from elsewhere in Africa, and international students from outside Africa. The following information does not apply to students registering at the Graduate School of Business (GSB) in 2021. The GSB initial payments and deadlines will be published in the 2021 Student Fees Handbook which will be available towards the end of 2020.

South African citizens and South African permanent residents

An initial payment of fees (for tuition and residence) is due by **Friday 04 February 2021**. If payment is not received on or before the due date, a one-off late payment fee of 8% of the unpaid amount will be charged. You will be allowed to register if the initial payment has not been received by the due date. The amounts due are:

- Tuition cost initial payment **R28,500** (or the full fee where this is lower than the initial payment), *plus* if applicable;
- Residence (catering) initial payment **R35,000**, or
- Residence (self-catering) initial payment **R23,000**

This is not the full cost. Final payment is due **30 June 2021**.

International students from the SADC region

An initial payment of fees (tuition and residence and the administrative service fee) is due before registration or by **Friday 04 February 2021**, whichever date is earlier. If payment is not received on or before the due date, a one-off late payment fee of 8% of the unpaid amount will be charged. Allow a minimum of 14 working days for the payment to reflect in UCT's bank account. The amounts due are:

- Tuition cost initial payment **R28,500** (or the full fee where this is lower than the initial payment), **plus** non-refundable administrative service fee **R4,200** *plus* if applicable

- Residence (catering) initial payment **R35,000**, or
- Residence (self-catering) initial payment **R23,000**

This is not the full cost. Final payment is due **30 June 2021**.

International Students

International students must make a minimum initial payment towards the tuition fees, international term fees and residence fees (where applicable), prior to registration or before **Friday 04 February 2021**, whichever date is earlier. If payment is not received on or before the due date, a one-off late payment fee of 8% of the unpaid amount will be charged. Allow a minimum of 14 working days for the payment to reflect in UCT's bank account. Payment due prior to registration for:

- UCT full-time international fee-paying students (except Master's & PhD students): **R100,000**
- Master's full-time international students (Coursework & Dissertation): **R66,500**
- Master's full-time international students (Dissertation only): **Full fees + R4,200** non-refundable international service fee
- PhD full-time international students: **Full fees + R4,200** non-refundable international service fee

This is not the full cost. Final payment is due **30 June 2021**, *plus* if applicable:

- Residence (catering) initial payment **R35,000**, or
- Residence (self-catering) initial payment **R23,000**. **This is not the full residence cost.** Final payment is due **30 June 2021**. Click here to go to the **UCT International** website or to view the Student fees handbook, go back to **Fees website**, and click on the link to the appropriate handbook.

International students

International students must make a minimum initial payment towards the tuition fees, international term fees and residence fees (where applicable), prior to registration or before Friday 04 February 2021, whichever date is earlier. If payment has not been received on or before the due date, a once-off late payment fee of 8% of the unpaid amount will be charged, and you will not be allowed to register. Allow at least 14 working days for the payment to reflect in UCT's bank account.

The amounts payable prior to registration for all full-time international undergraduate students are:

- Initial tuition payment **ZAR100 000**,
plus if applicable
- Residence (catering) initial payment R35 000 or
- Residence (self-catering) initial payment R23 000

These are not the full costs. The 2021 Student Fees Handbook with full details will be available on the website later in the year. Final payment is due by 30 June 2021.

Tuition costs

Tuition is charged on a course fee basis. The full tuition fee depends on the courses chosen. For guidelines on fees typical for the various qualifications, please see page 73 of the 2021 *Undergraduate Prospectus* at <http://www.students.uct.ac.za/students/prospective/undergraduate-prospectus> .

All fee queries for South African and SADC students should be directed to the Fees Office.

Contact details for the Fees Office:

Email: fnd-feeeng@uct.ac.za
Tel: +27 21 650 1704
Fax: +27 21 650 4768

Banking Details for payment to the University of Cape Town Student Fees Account:

Standard Bank of SA, Rondebosch Branch
Account Number: 270689982,
Branch Code: 025009
Swift Address: SBZA ZAJJ
The student number must be used as the reference.

Credit card payments can be made on-line directly to the student fee account via the UCT website <http://payonline.uct.ac.za>

All fee queries for international & African students from outside SADC should be directed to the International Academic Programme Office.

Contact details for the International Academic Programmes Office:

Email: iapo@uct.ac.za
Tel: +27 21 650 2822 / 3740
Fax: +27 21 650 5667

Banking Details for payment to the UCT International Bank account:

Standard Bank of SA, Rondebosch Branch
Account Number: 071480234,
Branch Code: 025009
Swift Address: SBZA ZAJJ

The student number must be used as the reference.

Credit card payments can be made on-line directly to the student fee account via the UCT website URL: <http://payonline.uct.ac.za>

FINANCIAL AID APPLICATION PROCESS:

First-time applications for financial aid, as well as funding renewal for those students who are already recipients of NSFAS (National Student Financial Aid Scheme) funding, are handled centrally via NSFAS. Although applicants may have applied to multiple institutions for admission to study, only one financial aid application directly to NSFAS will be required. Please consult their website and ensure that you apply before the closing date as late applications will not be considered. We recommend that you apply early to ensure your application is processed timeously. All queries should be sent directly to NSFAS.

NSFAS website : <http://www.nsfas.org.za/content/howtoapply.html>

Share call number: 0860 0067 327

Email: info@NSFAS.org.za

STUDY VISAS (INTERNATIONAL STUDENTS ONLY)

Under the provisions of the Immigration Act No. 13 of 2002, an international student may not enter, or reside in, South Africa to take up degree studies without a valid study visa. Please ensure that you submit an application as soon as possible as the process takes at least 8 weeks. Your application should be made to the nearest South African High Commission, Consulate or Embassy. (A full list of requirements for your application is available from the High Commission, Embassy or Consulate.) Once granted, it is essential to confirm that you have been issued with the correct visa, valid for studies at UCT, **before** proceeding to South Africa. You will not be permitted to register at UCT without a valid study visa.

In terms of Regulation 12(1)(b) of the Immigration Act of No.13 of 2002, the University of Cape Town herewith undertakes to:

- a) Provide proof of registration of the above named student as contemplated in the relevant legislation within 60 days of registration; or
- b) In the event of failure to register by the closing date, provide the Director-General with a notification of failure to register within 7 days of the closing date of registration
- c) Within 30 days of de-registration, notify the Director-General that the student is no longer registered with UCT; and
- d) Within 30 days of completion of studies, notify the Director General when the applicant has completed his or her studies or requires to extend such period of study.
- e) The university also confirms that you are not taking the place of a South African citizen.

If the issuing of your study permit is delayed you must contact the relevant faculty office before the start of orientation to make special arrangements: do not assume late arrivals will be accommodated.

Contact details for International Academic Programmes Office (IAPO):

iapo@uct.ac.za,
tel + 27 21 650 2822/3740,
fax: + 27 21 650 5667

MATRICULATION EXEMPTION (Non-NSC writers only)

Your offer of a place of study at UCT is subject to your being eligible for matriculation exemption.

All students who do not have South African school leaving certificates (e.g. the NSC) endorsed for bachelors studies will be required to apply for and obtain full matriculation exemption from the South African Matriculation Board during your first year. The faculty office will assist you in obtaining this, but it is your responsibility to initiate the process through your faculty office as soon as you have your school leaving certificate. To obtain the exemption you will need to submit a copy of your final school certificate certified by the University, and pay the fee stipulated by the Matriculation Board. The requirements for matriculation exemption are available on the Matriculation Board website <https://mb.usaf.ac.za/>.

You will not be allowed to re-register for a second year of study without having obtained your certificate of matriculation exemption.